

**THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF GAINESVILLE, WAS HELD ON AUGUST 21, 2024.**

The Commissioners of the Housing Authority of the City of Gainesville, Georgia, met for a Regular Meeting at the Gainesville Housing located at 750 Pearl Nix Parkway Gainesville, Georgia at 7:30 a.m. on Wednesday, August 21, 2024

The meeting was called to order by Daryl Smallwood. Those present and absent were recorded as follows:

**Present:** Darryl Smallwood  
Joy Griffin  
Faron Thompson  
Michael Thurmond  
Abigail Guzman

**Staff:** Beth Brown  
Shanna Kennedy  
Patrick Scarlett  
Jane Smith  
Tiana Ford  
Deji Akintonde  
Perlamar Vega

**Absent:** Kimberly Harper

There being a quorum present, Daryl Smallwood called the meeting to order at 7:30 a.m.

**MINUTES**

Minutes from the last meeting of July 17, 2024 were presented for approval. On motion made by J. Griffin and seconded by F. Thompson, the minutes were approved.

Ayes: D. Smallwood, J. Griffin, F. Thompson, M. Thurmond

Nays: None

Absent: K. Harper

**FINANCIAL REPORT**

Jane Smith reviewed the FY25 Budget with the Board.

## **SECRETARY REPORT**

B. Brown advised the Board that we are currently working on budget preparation and preparing to close out FY24.

B. Brown informed the Board that we are completing final interviews for our fourth maintenance technician.

B. Brown informed the Board that we are completing final due diligence on a new hire for the Accountant position.

B. Brown informed the Board that HUD requires PHAs to conduct a salary comparability study every three years. We have selected a firm to complete the study and expect to have a draft in approximately 45 days. We will be conducting annual performance reviews over the next 6 weeks.

B. Brown advised the Board that we continue to work with Forum on deliverables. The website and the Community Impact Report are current priorities. We are working on a schedule to push information out on social media.

B. Brown informed the Board that renovations of the main office at Pearl Nix Parkway are complete.

B. Brown informed the Board that we have received a Family Self-Sufficiency Grant. The grant funds a full-time FSS Coordinator who performs case management designed to move families completely off any type of assistance. As their rent goes up, the differential is deposited into an Escrow account for their use after a five-year contract is completed. We are moving Daphne Teisier into this position.

B. Brown informed the Board that Roswell Housing Authority has been given a 90-day notice of termination from management services. We have proposed that we continue in as their Development Consultant.

B. Brown informed the Board that Norcross Housing Authority's groundbreaking on Phase 1 begun last month. The closing on Phase 2 is underway and expected in early fall. We are working on a plan for the final 17 units.

B. Brown advised the Board that Commerce Housing Authority has shown interest in redeveloping. It has been difficult to gain City and community support.

## **NEW BUSINESS**

On motion made by J. Griffin and seconded by M. Thurmond, the Board approved Resolution 706, the 2025 Board Meeting Dates.

Ayes: D. Smallwood, J. Griffin, F. Thompson, M. Thurmond

Nays: None

Absent: K. Harper

On motion made by F. Thompson and seconded by J. Griffin, the Board approved Resolution 707, the 2024 TARS Write Offs were approved.

Ayes: D. Smallwood, J. Griffin, F. Thompson, M. Thurmond

Nays: None

Absent: K. Harper

On motion made by J. Griffin and seconded by M. Thurmond, the Board approved Resolution 708, the FY25 Budget.

Ayes: D. Smallwood, J. Griffin, F. Thompson, M. Thurmond

Nays: None

Absent: K. Harper

On motion made by J. Griffin and seconded by F. Thompson, the Board approved Resolution 709, the Maintenance On Call Policy.

Ayes: D. Smallwood, J. Griffin, F. Thompson, M. Thurmond

Nays: None

Absent: K. Harper

There being no further business, the meeting was adjourned by D. Smallwood.

SEAL

ATTEST:

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Secretary to the Board:

Beth A. Brown, Executive Director